

Minutes of the SERVICES COMMITTEE Meeting

Held on Monday 19 February 2018 in the Council Office at 8.00pm

Cllrs Cllr M Heath (MH) - Chairman Cllr S Williams (SW) - Vice-Chairman Cllr W Davey (WD) Cllr A Pamment (AP) # Associate Jon Huntley	Cllr J Newby (JN) Cllr M Skelton (MS) Cllr S Sproul (SS) Cllr J Walsh (JW) Associate Edna Austin
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= Apologies Received

= Absent No Apologies Received

Co Clerk
Minutes

Roy Hill
Vaida Slegeryte (VS)

Item Number	Minutes of the Meeting	Actions to be taken
1802/01	Apologies for absence. As indicated above.	
1802/02	Notification of any urgent matters to be taken under item 1802/16. 1.Dog Bins 2.Old Rectory Lane tipping (taken 1802/4)	
1802/03	Matters dealt with under urgent action since the last meeting on 15 January 2018 not dealt with in the agenda. None	
1802/04	Matters arising from the minutes of the last meeting on 15 January 2018. Co Clerk reported that following an ongoing issue with the Bus stop, Denham Parish Council communicated this matter with TFB and were advised that the works (kerb stones need raising) are to be carried out by Capital Works and still waiting to hear back. Regarding issues related to Denham Green pedestrian crossing Co Clerk reported that communication was made with TFB and were advised that the drainage work required is carried out by Capital Works, Denham Parish Council are working on this matter and waiting to hear back from the Capital Works.	RH

	The issue with the flooding at the Old Mill road flooding was discussed with Committee members. Cllr MH requested Co Clerk to get a written report from TFB to update on all three above matters. Action for Co Clerk to follow up. The ongoing matters and concerns with Travellers and tipping at Old Rectory Lane and A412 were discussed with Committee Members and an action for Co Clerk was agreed to write again to SBDC and County Council to request an urgent response on this matter. There was a request from Committee Members to have all outstanding actions added on the agenda. Action Co Clerk.	RH RH RH
1802/05	Correspondence List No requests	
1802/06	Financial Report Some coding queries with the financial report were being investigated	
1802/07	Devolution of Services Update 1. Grass Cutting – The last cut of 2017/18 is scheduled to take place during the 3rd / 4th week of March, weather permitting. The cuts for 2018/19 will be approximately every 6 weeks beginning in May. 2. Rights of Way –The first cut will be in April and we will be starting with the ROW, along the railway line, between Higher Denham and Tilehouse Lane. 3. Following inconclusive discussions with L&Q, about their proposal to introduce a Service Charge, to all residents, for Grass Cutting etc, L&Q were informed that the grass will no longer be cut on any of the Road area during 2018/19. The situation will be monitored by the Co Clerk.	RH
1802/08	New Denham Allotments 1. Allotment Users Group The second meeting took place on Wednesday 24 January 2018. Allotment user Group requested the Committee to consider the following : a. That the Council elect a representative to the Association. Committee members AGREED that Cllr MS to be the Council representative. Committee members also agreed that Cllr MS will no longer be able to sit on the Best Kept Allotment judging panel, due to her being a representative of the Association. b. That the Services Committee continue to be responsible for the Annual Best Kept Allotment judging. Committee Agreed. Cllr JW offered to be a judge again for 2018. It was AGREED that judging should take place in June. c. That the Annual Award Event be held on 19 August 2018, the end of National Allotment Week and that rents be payable at that time. d. The Association would like to recommend an increase in rents and will discuss this at their next meeting. Committee AGREED.	

	2. Allotment Gate The works on the gate at the Allotments was scheduled for week commencing 19 February 2018. Cllr MH reported that once again the allotments were broken into over the weekend of 10/11 February.	
1802/09	Play Areas and Open Spaces 1. Play Area Inspection Reports All Councillors were requested to ensure that a report on their Play Area is sent to the Co Clerk before each Committee Meeting. Cllr SS reported a problem at the entrance to Knighton Way Lane Play Area due to large pot holes at entrance. Cllr MH said that because of the Private Road status of the road we may have a problem. As we are a holder of property in the road we would need to consider that we could possibly have a duty to contribute to any repairs. Cllr SW offered to read the lease to the play area and report back. Co-clerk to provide SW with a copy of the lease 2. New Play/Gym Equipment and Youth Shelter The issue with a Youth Shelter was discussed. Members AGREED to purchase Youth Shelter from Proludic. It was requested by Committee Members for Co Clerk to follow up on references and provide terms and conditions. Also to follow-up what they are offering for Opening Ceremony. It was further AGREED that the Co Clerk approach Proludic and request that they consider adding an additional bench to be sited at no cost. The Committee was requested to keep focus on the date of the next Council meeting and if Committee Members had any further questions to raise those issues with the Co Clerk prior to the meeting. 3. Tilehouse/Alderbourne Fields Co Clerk reported that the draft lease has not been received. Committee Members requested Co Clerk to speak to Cllr R Reed to get engagement and help to resolve this matter.	ALL CLLRS Cllr SW RH RH RH
1802/10	Denham Cricket Club Co Clerk reported he was continuing to try and get this matter resolved.. He had spoken to Alan Head and he was hopeful that progress would now be made. He reported that he had a meeting with Fields in Trust during the week beginning 26 February.	RH
1802/11	Lighting Considerations Chairman shared SSE report with Committee members, which contained all outstanding issues and costs across Parish. Committee AGREED for Co Clerk to write to insurance company to check legal position re disused lights, and to write to L&Q and see if they would consider contributing to costs of repairs to light no.200 Goodlake Court. Associate EA offered to report back on if lights no 89 &100 needed upgrading at this time. Following detailed discussion on SSE report, Committee agreed to spend £1000.00 to fix outstanding issues on no. 46 + light not on	RH EA

	register & light by scout hut, it was agreed not to replace no.104 as this was very close to the house and was already a well lit area and estimate of £1250 for the play area lighting no 167.	
1802/12	Highway Considerations It was reported River Misbourne Fence Work is due to commence week beginning 19 February 2018.	RH
1802/13	The Pyghtle Co Clerk reported that previously arranged meeting was cancelled due to illness. A new meeting with Denham Place and Bucks Golf Club was being arranged. Committee Members were extremely concerned that the Pyghtle resurfacing appeared to be off the schedule of works and requested Co Clerk to write to TFB and Cllr Roger Reed expressing our concerns of risk of injury as many pedestrians used this path on a daily basis. Committee members to discuss the update on the gate and Motor Cycle restrictor next meeting and add as an agenda item.	RH RH
1802/14	Denham Scout Hut, The Pyghtle, Denham A large tree came down in a storm blocking the whole site and doing some limited damage to the building. Before work commenced, confirmation was received that the Scouts that they would meet full responsibility and costs. The invoice has been sent to the scouts. Four quotes have been requested for the refurbishment work needed and this will be scheduled according to priority. Chairman discussed details with the local residents, which was held on Wednesday 14 February 2018. Residents expressed their concerns about the planned use of the site and as a result the Chairman decided to draft a letter to the local residents explaining the proposed use of the site. Action Co Clerk. Cllr AP offered to hand deliver the letters to the residents.	MH RH AP
1802/15	Colne Valley Landscape Partnership Scheme Chairman MH shared the information about Colne Valley Landscape Scheme and requested Committees approval 'in principle' to confirm agreement to undertake such a project in the area of Denham. Committee AGREED.	
1802/16	Any other business notified at 1802/02 above. Cllr SW reported of damaged Dog Bin located by the gate of the Denham Golf Club. The Chairman had seen this and taken a picture. It was AGREED for Co Clerk to discuss this matter with SBDC and to arrange for an additional general litter bin placement and collection with SBDC.	RH
1802/17	Date of Next Meeting To confirm the next scheduled meeting as Monday 19 March 2018 at	

	8pm in the Council Office.	
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Meeting Closed 21:55

Roy Hill

Co Clerk
18 February 2018